

**Chapel Allerton Parish Council**

**Clerk:** Miss Caroline Harris, Westlake Cottage, Moorland Street, Axbridge  
Somerset, BS26 2 BA

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**26/05/2021**

**Dear Councillor**

**YOU ARE HERABY SUMMONED TO ATTEND A MEETING OF THE  
PARISH COUNCIL TO BE HELD ON TUESDAY THE 1<sup>st</sup> JUNE 2021 AT  
THE OLD SCHOOL ROOM, STONE ALLERTON AT 7.30PM.**

**I trust it will be convenient for you to attend.**

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**PARISH CLERK**

**AGENDA**

- 1. Apologies for absence – to receive apologies and approve reasons for apologies if appropriate.**
  
- 2. To approve minutes of the Parish Council meeting held on the 4<sup>th</sup> May 2021**  
**To resolve:** to approve as a correct record.
  
- 3. Updates and actions since last meeting – for reference only**
  
- 4. Declarations of interest and to consider any applications for dispensations**
  
- 5. Reports: to include Police, County Councillor, District Councillor, outside bodies reports, reports from Councillors representatives on external groups (not detailed elsewhere on the agenda)**
  
- 6. Planning**  
Updates on previous applications for information only
  
- 7. Finance**
  - 7.1 Accounts payable-**  
Clerk wages (C Harris) standard hours worked, payment by Sedgemoor District Council Payroll  
**To resolve:** to pay these
  
  - 7.2 To approve the 2020/21 audit documents**  
**To resolve :** To approve the internal audit annual governance and statement of internal control documents, and sign same ahead of the public notice period.
  
  - 7.3 To approve the updated asset register**
  
- 8. Footpaths and Highways**
  
- 9. Disposal of old laptop**
  
- 10. Chairs Report**
  
- 13. Clerk's report**

The next Parish Council Meeting will be on Monday 12<sup>th</sup> July at 7.30, at the Old school room, Stone Allerton.  
Caroline Harris, Clerk to Chapel Allerton Parish Council

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